Approved For Release 2005/07/28 : CIA-RDP92-00455R000100170004-3

D-8
PA-23
O-8
N-15
G-5
O-6
65

PROPOSED TOPICS FOR RESEARCH/EVALUATION FROM VARIOUS SOURCES

26 Jun 81

INMAN (5/15/81) (I)

✓ 1.	Upgrade certain functions & keep as specialists without grade creep (Also PA-23)	(Staffing/) (Mgmt Pers)
✓ 2.	Value & use of rotational assignments (Also PA-10; G-3)	"
X 3.	Planning consequences of majority of SGs in certain offices over age 50.	"
X 4.	Why DDO portions understaffed & other Agency elements over.	"
✓ 5.	Program to insure certain % of staff have experience elsewhere in govt & private sector; upgrade skills of staff.	"
✓ 6.	Why good people leave; lessons to be learned.	"
✓ 7.	Are we attracting & maintaing needed critical skills. (also PA-4)	(Recruit)
✓ 8.	Are we making use of awards (also PA-8) (N-10)	(Awards)
✓ 9.	Can we do more in area of hiring & promoting minorities & use of upmo programs. (N-15)	(Staff/Mgmt Pers)

POLICY AGENDA (Nov 80) (PA)

X 1.	Applicant of the 80s	(Recruit)
✓ 2.	Employee of the 80s	(St/Mgt Pers)
✓ 3.	Better ways to assure right person for right job	(Rec & SMP)
✓ 4.	How attract & retain employees . (Also I-7)	"
✓ 5.	Evaluation system for 80s	(St/Mgt Pers
✓ 6.	Make Perf Apprais System more effective	(")
✓ 7.	Productivity	"
✓ 8.	Evaluation system to support merit pay & better basis for compar evaluation, SIS awards, etc. (also I-8) (N-16)	"

Approved For Release 2005/07/28 : CIA-RDP92-00455R000100170004-3

Approved For Release 2005/07/28 : CIA-RDP92-00455R000100170004-3

✓ 9.	Improve selection & training of supervisors & mgrs (also N-14) to C-3	(St/Mgmt Pers)
✓ 10.	Better use of rotational assignments (also I-2; G-3)	"
✓ 11.	Career Development system in the 80s	"
✓ 12.	Need for Career Training Program	"
✓ 13.	Classification & compensation for 80s	"
✓ 14.	Individual benefits packages	(Ben & Serv)
✓ 15.	Personnel system	(Genral)
✓ 16.	Decentralized management pers system	(")
✓ 17.	Delegation lower of personnel management decisions	("
✓ 18.	Communication of pers mgmt policy	"
✓ 19.	Is OP properly equipped for its role?	"
✓ 20.	"2nd career" in Agency after retirement	(St/Mgmt Pers)
✓ 21.	CIARds practices	(Ben & Serv)
✓ 22.	Mobility & relocation policies improvements	"
✓ 23.	Dual career alternatives also Q 1	(st/mgmt pers)

DDO WISH LIST (3/6/81) (D)

✓ 1.	Uniform promotion schedule change (also C-2)	(St/Mgmt Pers)
✓ 2.	PAR changes - rating levels, EOP, format (also N-2; G-3) *	"
3.	~~Publication of promotion targets~~ (also N-9) **	"
✓ 4.	3-year trial period	"
✓ 5.	Relcassificatbon of OSA/AA positions	"
✓ 6.	Clerical grade structure	"
✓ 7.	Position Classification	"
✓ 8.	Official Personnel Files	(General)

* working on ** already done

Approved For Release 2005/07/28 : CIA-RDP92-00455R000100170004-3

Approved For Release 2005/07/28 : CIA-RDP92-00455R000100170004-3

NFAC IDEAS (4/13/81) (N)

✓ 1.	Split OP with Policy to DCI, services to DA		(General)
✓ 2.	Eliminate EOP (also D-2 ; G-3	done 4/82	(St/Mgmt pers)
✓ 3.	Delegate out of cycle promotions to DDs		"
✓ 4.	Eliminate comparative evaluation 06 & below		"
✓ 5.	Restore SPS pay		"
6.	Eliminate APP or reduce	**	"
✓ 7.	Change APR	*	"
✓ 8.	Cancel use of common specific evaluation factors		"
9.	Do away with promotion goals (also D-3)	**	"
✓ 10.	Eliminate or reduce rules that tie PARs to awards	(D-8 PA-8)	(awards)
✓ 11.	Drop OP approval o f in-hires & delegate to DDs		(recruit)
✓ 12.	Give DDs more class power		(St/mgmt pers)
✓ 13.	Remove rotational assignments as requirement for SIS		"
✓ 14.	Train supervisors before getting into job (also PA-9)	D-3	"
✓ 15.	Reexamine OCDP	(D-9)	"

GLERUM (6/22/81) (G)

✓ 1.	Revise & simplify PAR (also D-2; N-2)	done 4/82	(St/mgmt pers)
✓ 2.	Annual promotion cycle	(also D-1)	"
✓ 3.	Rotational assignment policy (also I-2; PA-10)		"
✓ 4.	Pay system		"
✓ 5.	OP image (also O-6)		(General)

* working ** already done

Approved For Release 2005/07/28 : CIA-RDP92-00455R000100170004-3

Approved For Release 2005/07/28 : CIA-RDP92-00455R000100170004-3

OTHER (O)

✓	1. NSA Intern program	(PB)	(St/mgmt pers)
✓	2. Rehired annuitant policy	(PPB)	(Recr & SMP)
STAT ✓	3. Inventory of managerial resources [redacted]	(CM-9 N-14)	(St/mgmt pers)
STAT ✓	4. Professional Selection Policy [redacted]	(paper not to staff)	"
✓	5. Cost of evaluation boards & panels	(PB) "	"
STAT ✓	6. OP Image [redacted]	also G-3)	(General)

Approved For Release 2005/07/28 : CIA-RDP92-00455R000100170004-3

Approved For Release 2005/07/28 : CIA-RDP92-00455R000100170004-3

Potential / Evaluation Types

X - forget - already studied to death

✓ - already doing (5/4/81) & 10/30/81

PERSONNEL

STAT

TABLE OF CONTENTS

✓ - done (10/30/81)

Paragraph	Title	Page
	SECTION I: GENERAL	
1.	PERSONNEL ADMINISTRATION	1 Respons; Objectives
2.	CATEGORIES OF PERSONNEL	3 Staff (Career, Reserve, Temp); Non-staff
3.	THE CAREER SERVICES	5 Respons; CS structures & offices; Respons SO's
4-5.	Reserved	
6.	CONDUCT AND DISCIPLINE	19 Respons; Types; Designations; Procedures for dealing w/ misconduct; Conflicts; interest; Outside activities; Gifts; Charging time; Financial disclosure
7.	Reserved	
8.	MARRIAGE OF EMPLOYEES	27 Overseas; Domestic; Overseas; US citizens
9.	RESTRICTIONS ON EMPLOYMENT OF RELATIVES	30.1 Definitions; Restrictions; Exceptions; Penalty;
	SECTION II: STAFFING	
10.	POSITION MANAGEMENT AND PERSONNEL CONTROLS	31 Program; Objectives; Responsibilities;
11.	POSITION EVALUATION	35 Position description; Evaluation; Grade; Evaluation; Appeals; Career Boards
12. X	RECRUITMENT AND APPOINTMENT	37 Authority; Recruitment; Appointments; EOD; EOD Testing
13.	SPECIAL CONSIDERATIONS IN HIRING OR USING THE SERVICES OF CERTAIN INDIVIDUALS	39 Returned agents; Former employees; Retirees
14.	PERSONNEL MOBILIZATION PLANNING	41 Program; Responsibilities;
15-16.	Reserved	
	SECTION III: MANAGEMENT OF STAFF PERSONNEL	
17.	ASSIGNMENT [redacted]	47 Office records; Assignments; Entitlements; Allowances; Changes
18.	TOURS OF DUTY ABROAD	51 Credit for service; Service Abroad; Retirement; Overseas Comparability; Annuities
19.	OVERSEAS CANDIDATE REVIEW PANEL	53 Organization; Responsibilities; Exceptions;
20. ✓	PERSONNEL EVALUATION	55 Objectives; Performance Evaluation; Responsibilities; PE; Submission of reports; Appeals; Employee Comments; Rating Officials; Reviewing Officials; Performance Standards; Due dates; Counseling
21.	PROMOTION	56.3 Responsibilities; Timing; Promotion Policies
22.	Reserved	
23.	MANAGEMENT OF SUPERGRADE POSITIONS AND PERSONNEL	57 Responsibilities; Senior Officers; Performance Standards
24.	MANAGEMENT OF SPECIALLY QUALIFIED SCIENTIFIC PERSONNEL	59 Authority; Designation of SAS; Pay Rates; Qualifications for SAS; Responsibilities;
25.	Reserved	
	SECTION IV: SEPARATIONS	
26.	SEPARATIONS (GENERAL)	63 Authority; Definitions
27.	SEPARATION BY THE AGENCY	65 Reduction in force; Retirement; Involuntary Separations; Separation Pay; Appeals; Counseling; Outplacement; Severance Pay; Retirement; Transportation; Other Benefits;
28.	VOLUNTARY SEPARATIONS	69

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Approved For Release 2005/07/28 : CIA-RDP92-00455R000100170004-3

Approved For Release 2005/07/28 : CIA-RDP92-00455R000100170004-3

STAT

CONTENTS—Continued

Paragraph	Title	Page
	SECTION V: HOURS OF WORK, LEAVE, AND PAY	
29.	HOURS OF WORK	71
30.	LEAVE AND OTHER ABSENCE	75
31.	PAY	77
32.	SEPARATION COMPENSATION	81
33.	INCOME TAX Reserved	82.3
34.	PAY AND ALLOWANCES FOR MISSING PERSONS	83
35.	TAXATION OF COVERT INCOME	87
36.	Reserved	
	SECTION VI: AWARDS	
37.	HONOR, MERIT, AND SERVICE AWARDS	89
38.	SUGGESTION, INVENTION, SPECIAL ACHIEVEMENT, AND EXCEPTIONAL ACCOMPLISHMENT AWARDS	97
39.	PUBLIC SERVICE AWARDS	99
40.	THE OFFICIAL SEAL OF THE CENTRAL INTELLIGENCE AGENCY, THE AGENCY FLAG, AND THE AGENCY PLAQUES	100.1
	SECTION VII: BENEFITS AND SERVICES	
41.	FEDERAL EMPLOYEES' COMPENSATION, AND THE AGENCY'S MEDICAL PROGRAM FOR EMPLOYEES AND DEPENDENTS ABROAD	101
42.	Reserved	
43.	INSURANCE	104.1
44.	CIVIL SERVICE RETIREMENT SYSTEM	108.1
45.	SOCIAL SECURITY AND UNEMPLOYMENT COMPENSATION BENEFITS	108.5
46.	EMPLOYEE EMERGENCIES AND UNFORESEEN ABSENCES	109
47.	EMPLOYEE INVENTIONS	113
48.	SPECIAL TRAVEL BENEFITS	114.1
49.	CASUALTY PLANNING FOR CERTAIN ACTIVITIES	115
50.	CIA RETIREMENT AND DISABILITY SYSTEM	118.1
	a. GENERAL	118.1
	b. DEFINITIONS	118.1
	c. AUTHORITIES AND RESPONSIBILITIES	118.2
	d. DESIGNATION OF PARTICIPANTS	118.3
	e. NOTICE OF RECOMMENDATION OR DETERMINATION, RIGHT TO APPEAL, AND APPEAL PROCEDURE	118.3
	f. RETIREMENT FOR DISABILITY OR INCAPACITY	118.4
	g. DEATH IN SERVICE	118.8
	h. VOLUNTARY RETIREMENT	118.8
	i. DEFERRED ANNUITY	118.9
	j. INVOLUNTARY RETIREMENT	118.9
	k. MANDATORY RETIREMENT FOR AGE	118.9
	l. Not Used.	

Approved For Release 2005/07/28 : CIA-RDP92-00455R000100170004-3

Approved For Release 2005/07/28 : CIA-RDP92-00455R000100170004-3

CONTENTS—Continued

Paragraph	Title	Page
	m. CONTRIBUTIONS TO THE FUND	118.10
	n. PERIOD OF SERVICE FOR ANNUITIES	118.11
	o. COMPUTATIONS OF ANNUITIES	118.14
	p. RECALL OF RETIRED PARTICIPANTS	118.18
	q. REEMPLOYMENT OF RETIRED PARTICIPANTS	118.18
	r. MONEYS	118.19
	s. LIMITATION ON NUMBER OF RETIREMENTS	118.19
	t. AUTHORITY TO MAINTAIN CONFORMITY	118.19
	SECTION VIII: MANAGEMENT OF NONSTAFF PERSONNEL	
51.	DETAILED PERSONNEL	119
52.	CONSULTANTS	123
53.	CONTRACT PERSONNEL	125
54.	AGENTS	129
55.	SPECIAL PERSONNEL CONSIDERATIONS INVOLVING CERTAIN PROCUREMENT CONTRACTS	131
56-59.	Reserved	
	SECTION IX: RECORDS AND REPORTS	
60.	PERSONNEL RECORDS AND REPORTS	155

Figure	Title	Page
1.	DISTINGUISHED INTELLIGENCE CROSS	95.2
2.	DISTINGUISHED INTELLIGENCE MEDAL	95.2
3.	INTELLIGENCE STAR	95.2
4.	INTELLIGENCE MEDAL OF MERIT	95.2
5.	CAREER INTELLIGENCE MEDAL	95.2
6.	EXCEPTIONAL SERVICE MEDALLION	95.2
7.	RETIREMENT MEDALLION	95.2
8.	FORM 600, RECOMMENDATION FOR HONOR OR MERIT AWARD	96.1
9.	OFFICIAL SEAL OF THE CENTRAL INTELLIGENCE AGENCY	100.3
10.	AGENCY FLAG	100.3
11.	AGENCY PLAQUES	100.3
12.	TABLE OF PERMISSIBLE CHANGES IN ENROLLMENT OF EMPLOYEES	106
13.	Outline of Casualty Planning Information Requirements	118

Attachment	Title	Page
1.	BIOGRAPHIC DATA ON AN INTENDED SPOUSE TO BE SUBMITTED BY AN EMPLOYEE UNDER COVER	29
2.	FORM 3154, SERVICE ABROAD AGREEMENT	52.1

Approved For Release 2005/07/28 : CIA-RDP92-00455R000100170004-3

Approved For Release 2005/07/28 : CIA-RDP92-00455R000100170004-3

Things to look at

6/12/81 - fm DOB - rebuild annual policy — current guidance says max 2 yrs. Harry approved month exp 5 yr. fm OSWR Cd

STAT [redacted]

OOB suggests new notice re order [on 1 car!]

3/30/81 - fm Pelli: NSA Intern Prog

Approved For Release 2005/07/28 : CIA-RDP92-00455R000100170004-3

Approved For Release 2005/07/28 : CIA-RDP92-00455R000100170004-3

NSA
Satellite
Program

Pete

— NSA shelf items

—

Approved For Release 2005/07/28 : CIA-RDP92-00455R000100170004-3

Approved For Release 2005/07/28 : CIA-RDP92-00455R000100170004-3

MEMORANDUM FOR: DT PAIE

25 MAR 1981

Pete,

FYI

Here -
The intern program
has some interesting
thoughts.

ASA
Pentagon
402A

Date

FORM 5-75 101 USE PREVIOUS EDITIONS

Approved For Release 2005/07/28 : CIA-RDP92-00455R000100170004-3

Approved For Release 2005/07/28 : CIA-RDP92-00455R000100170004-3

ROUTING AND TRANSMITTAL SLIP Date

TO: (Name, office symbol, room number, building, Agency/Post)	Initials	Date
1. Pete		3/30
2.		
3.		
4.		
5.		

	Action		File		Note and Return
	Approval		For Clearance		Per Conversation
	As Requested		For Correction		Prepare Reply
	Circulate		For Your Information		See Me
	Comment		Investigate		Signature
	Coordination		Justify		

REMARKS

Though we don't seem to be as thorough as NSA in documenting our processes, don't you think our POT program is similar to their in-house intern program? I think something like this could be developed on an Agency-wide basis, though, ~~thxxxx~~ although perhaps our OCDP & oth r office upmo programs are similar in intent if not in procedure or name...

I think formalizing the system is a good goal to strive for & suggest we develop —

DO NOT use this form as a RECORD of approvals, concurrences, disposals, clearances, and similar actions

FROM: (Name, org. symbol, Agency/Post)	Room No.—Bldg.
3/27/91	Phone No.

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5041-102

OPTIONAL FORM 41 (Rev. 7-76)
Prescribed by GSA
FPMR (41 CFR) 101-11.206

☆ GPO : 1980 O - 311-156 (17)